

MISSOURI STATE LIBRARY SCHOLARSHIP

UNDERGRADUATE APPLICATION GUIDELINES

Purpose of Scholarship

National studies and projections indicate the demand for librarians far exceeds supply. This is considered one of the most critical facts for library service at this time. Financial support for future librarians increases the professional library workforce by encouraging individuals who might otherwise not have the resources for higher education to become librarians. The Missouri State Library Undergraduate Scholarship is intended to help undergraduates complete degrees prior to graduate study in librarianship.

Scholarship Details

The Missouri State Library Undergraduate Scholarship covers the cost of tuition and required fees in a college or university in the State of Missouri. The maximum reimbursement rate for tuition/fees is limited to the highest prevailing per credit hour tuition/fees rate charged by a Missouri state college or university. As this rate is subject to fluctuation, the current tuition/fee schedule by school is developed each year.

Scholarship applicants are encouraged to enroll full-time and complete their studies in a timely manner. However, the Missouri State Library Undergraduate Scholarships are also available to applicants who may be part-time students or completing part of their class work using distance-learning opportunities.

Eligibility Requirements:

Scholarship recipients must:

- Be a Missourian based on at least one of the following criteria:
 - Current resident of Missouri
 - Currently employed in Missouri
 - Born in Missouri
 - Current Missouri taxpayer
 - Graduate of a Missouri high school
- Be admitted to an undergraduate program in an accredited college or university in the State of Missouri, in an academic area appropriate to professional librarianship.
- Be a junior or senior undergraduate in good academic standing (grade point average 2.75).
- Make a commitment to work in a publicly funded Missouri library after graduation as a full-time professional employee. Publicly funded libraries include local public

libraries, libraries of public academic institutions, public school libraries, or other libraries of publicly funded institutions. The work commitment is calculated as one month of work commitment for each credit hour of academic course work supported by the scholarship. For example, if a student receives scholarship support for a 12 credit hour semester, a 12-month work commitment would be required. A scholarship recipient who fails to fulfill this commitment will be expected to repay a pro-rated amount based on total scholarship money received and the months of work obligation not met.

Application Requirements

A complete application form and essay must be sent to the Missouri State Library. Completed information may be faxed to 573-751-3612 but must be followed by original documents mailed and postmarked no later than October 1, 2004 for the Winter/Spring 2005 semester and/or Summer 2005 semester. This is the only period of time applications will be accepted for either the Winter/Spring 2005 semester or the Summer 2005 semester. If you anticipate taking classes during either semester or both semesters, please indicate on application.

Official transcripts from previous or current academic institutions must be sent to the Missouri State Library.

Letters of recommendation from a variety of professional and/or personal references must be sent to the Missouri State Library.

Selection Process

A Scholarship Committee will screen and evaluate the applications and forward their recommendations to the State Librarian and the Secretary of State.

The Scholarship Committee may elect to conduct phone or personal interviews with finalists.

The Scholarship Committee reserves the right to not consider incomplete applications.

Applicants are responsible for ascertaining the Missouri State Library has received references and transcripts.

Post Award

The State Librarian will notify applicants of scholarship awards. Recipients will receive a formal agreement package detailing requirements of awards. This legally binding document must be signed by the recipient and returned to the State Library to activate the award process.

Once the State Library receives the signed agreement, the college or university will be notified of your scholarship and will be asked to indicate the scholarship amount as anticipated aid on the recipient's account. Scholarship funds shall be paid directly to the college or university in which the recipient is enrolled (not to the recipient) and will only be disbursed if the student is enrolled after the final drop date for each class. The school shall then credit the recipient's account with the amount awarded for the semester involved.

The State Library may monitor the academic progress of any scholarship recipient during the semester for which the scholarship is awarded.

The scholarship recipients are responsible for requesting a copy of their official transcripts be sent to the State Library to verify grades at the end of the semester for which the scholarship is awarded.

Once the scholarship has been awarded, support may continue in a subsequent semester. Recipients will receive instructions on continuing their scholarships once their first award is granted. The continuance of the scholarship will be contingent upon receipt of the latest transcripts, verifying grades are compliant with the scholarship program's academic requirements. Please be aware scholarships are also dependent upon available funding and continuance is at the discretion of the Missouri Secretary of State.